



Marie Curie Job Description

Job Title:	Social Worker
Department:	Patient and Family Support Team
Location	Marie Curie Hospice, Cardiff & Vale
Reports to:	Principal Social Worker
Accountable to:	Hospice Manager

Job Purpose/Summary

- To deliver a comprehensive social work and bereavement service in all areas of the hospice, including the community if appropriate. To work as a flexible and responsive member of the multi disciplinary team advocating on patients and families behalf. To be accountable for ensuring own practice meets minimum national standards and is compliant with the social work Code of Conduct.

Key Relationships

-

Accountabilities (Duties & Responsibilities)

Professional Practice

Assessment and Care Planning

- To undertake continuing holistic assessment of patients needs.
- Review the initial assessment on a regular basis (while the patient is an inpatient) to ensure our services are responsive to changing needs.
- In partnership with the patient identify and agree desired outcomes and agree how these will be achieved.
- Provide psychological and emotional support to patients, identifying when the level of support may be beyond the scope of an individual social worker and that other professional support may be needed.
- Where applicable liaise with external agencies to ensure the patients needs can be met on discharge from the hospice
- Identify any needs the carer may have and where appropriate refer to specialist agencies that can provide support.
- Actively participate in multi disciplinary team meetings and update appropriately and accurately the team on any issues that may be relevant to the patients discharge or care.
- Act as an advocate for patients and where conflict arises with family members sign post families to external advocacy agencies.
- Provide benefits advice as and when required.
- Provide contemporaneous and accurate record keeping of all interventions with patients and families

Anticipatory Grief and Bereavement Support Adults and Children

- Assess the need for bereavement intervention by participating and contributing in multidisciplinary meetings.
- Ensure that social work practice meets the standards set out in the Bereavement Policy
- Ensure that families with complex emotional needs are referred to appropriate agencies for specialist intervention.
- Ensure the system for user feedback is implemented effectively and that user feedback is evaluated to improve the service.
- Provide specialist support to patients, carers, children and significant others using individual, group and family techniques.

Professional Registration and Standards

- Keep up to date with training and personal development to ensure professional registration with the relevant care council can be maintained.
- Take responsibility for ensuring professional practice is delivered within the boundaries of the professional Code of Conduct for social work.
- Keep up to date with relevant legislation or changes in social policy that could impact on social work practice.

Audit, Research and Education

- Provide learning opportunities and act as an on site practice teacher for student social workers.
- Where required contribute to the Charity's National Clinical Audit Programme.
- Participate in education and training both within and outside of the hospice.
- Adopt a reflective approach from personal practice and learn from experience

Communication

- Develop and maintain robust systems to ensure effective communication between patients, carers, nursing staff, allied health professionals, volunteers, the wider multi-professional team, community and hospital teams and other primary care services.
- In co-operation with the Hospice Manager and/or other colleagues, develop systems to support user feedback.
- Ensure effective record keeping and documentation.
- Promote an open and honest culture

General

In addition to the specific duties and responsibilities outlined in this job description, all Marie Curie employees should be aware of their specific responsibilities towards the following:

- Marie Curie is committed to encouraging volunteering throughout the organisation and as such the post holder will be expected to support and respect volunteers, and may be asked to work alongside or supervise a volunteer as part of their role whilst working at Marie Curie.
- Marie Curie operates a no-smoking policy. The post holder should either be a non-smoker or be prepared not to smoke in **any** Charity premises, grounds or vehicles or when on Marie Curie business outside the office.
- Adhere to all health and safety and fire regulations and to co-operate with the Charity in maintaining good standards of health and safety.
- Adhere to all information governance, privacy and security policies, standards, guidelines and procedures; practise and promote secure behaviours.
- Adhere to all Marie Curie policies and procedures at all times
- Actively promote and support the safeguarding of vulnerable adults, young people and children, observing and adhering to Marie Curie policies on safeguarding
- Uphold ethical and professional standards and not behave in a manner that is likely to bring the Charity into disrepute.
- Promote and sustain a responsible attitude towards equal opportunities and diversity within the Charity.
- Demonstrate a commitment to ongoing registration requirements or any national professional or occupational standards associated with the role.
- Demonstrate a commitment to ongoing learning and development and to participate in any training relevant to the role.
- For designated roles, the post holder will be responsible for health & safety, information governance, business continuity planning and/or risk management. (These responsibilities will be notified on appointment).


This job description is not exhaustive. It merely acts as a guide and may be amended to meet the changing requirements of the charity at any time after discussion with the post holder.



Marie Curie Person Specification

Job title: Social Worker

Criteria	Essential	Desirable	How assessed
Skills / Abilities	<ul style="list-style-type: none"> ➤ Excellent communication skills ➤ Ability to work as an autonomous practitioner as well a team player 	<ul style="list-style-type: none"> ➤ Ability to communicate in Welsh Language 	Application form Interview
Knowledge	<ul style="list-style-type: none"> ➤ Knowledge of relevant social work legislation and how the local health system operates. ➤ Knowledge of local resources and services to support patients and families ➤ Knowledge of theories of bereavement and loss. ➤ Knowledge and understanding of palliative care 		Application form Interview
Qualifications, training and education	<ul style="list-style-type: none"> ➤ Degree in Social Work or equivalent ➤ Registration with Professional Body (Care Council) 	<ul style="list-style-type: none"> ➤ PQ Award, ➤ Counselling qualification recognised by BACP. 	Application form Interview
Experience	<ul style="list-style-type: none"> ➤ Significant post qualifying experience working with patients and families with a life limiting or terminal illness. ➤ Experience of working as part of a Multi disciplinary team. ➤ Assessment and care management 		Application form Interview
Other requirements	<ul style="list-style-type: none"> ➤ Self motivation ➤ Ability to meet deadlines ➤ Positive Outlook ➤ Confident ➤ Ability to think innovatively ➤ Hold a full driving license with access to a vehicle which can be used for work 		Application form Interview

	<h2>Marie Curie Terms & Conditions</h2>		
	<p>purposes</p>		

Where appropriate, reasonable adjustments to these criteria will be considered to accommodate personal circumstances such as disabilities

Job title	Social Worker
Salary scale	Agenda for Change Pay Scale Band 6
Annual leave entitlement	35 days (including 8 bank holidays)
Notice period	Two Months (after first six months service)
Working hours	37.5 hours per week
Disclosure Check	Enhanced with checks against both adult & children barring lists

Other benefits

- Continued access to NHS Pension Scheme (subject to eligibility)
- Marie Curie Group Personal Pension Scheme
- Season ticket loan
- Loan schemes for bikes; computers and satellite navigation systems